



Administration for Community Living Title III New State Performance Report (SPR) and Older Americans Act Performance System (OAAPS) Launch Webinar

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New Title III SPR/OAAPS Lead
ACL Office of Performance and Evaluation
December 19, 2019**



Today's Agenda

- Welcome
- Introductions
- Brief Remarks
 - Edwin Walker, Deputy Assistant Secretary for Aging
 - Scott Cory, CIO, Director, Office of Information and Resource Management
 - Susan Jenkins, Director, Officer of Performance and Evaluation
- Background
- Updates of Key Support Team Updates
 - Michael Sippel, ICF
 - Kristina Rerucha, Lewin

Today's Agenda (continued)

- OAAPS System Demo
- OAAPS Pilot User Experiences
- OAAPS Logistics
 - Logging Into the System
 - Resources
 - Technical Assistance
 - Timeline
 - Communication
 - Preparation Checklist
- Questions and Answers
- Contact Information
- Closeout Remarks

Older Americans Act Performance System (OAAPS)

TITLE III NEW SPR/OAAPS EXPLORATORY TESTING SITE IS LIVE!

OAAPS – A Brand New System!

- Replacing the SRT
- Feedback from the pilot testing was largely positive:
 - “Streamlined”
 - “Intuitive”
 - “Easy-to-use”
 - “Visually appealing”

Collaboration and Support

- OAAPS is the product of successful collaboration:
 - Title III grantees who gave their invaluable input on design
 - Pilot testers who donated their time
 - Individuals who engaged in discussion and continuous improvement efforts
 - Title III Vendors
 - System Developer, ICF
 - ACL Team

Introducing the Title III New SPR/OAAPS Support Team

Administration for
Community Living (ACL)

ICF –
System Developer and Technical Assistance

The Lewin Group –
Technical Assistance

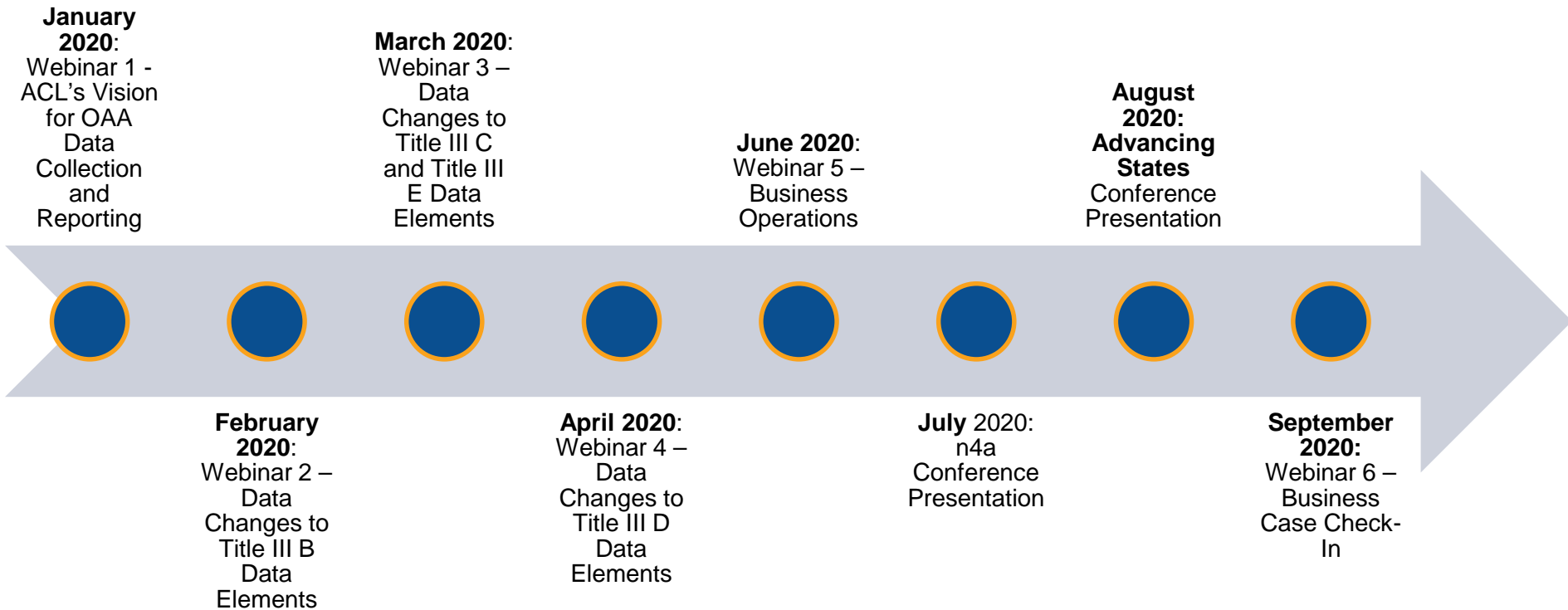
ICF – System Developer

- Developed the OAAPS system, and converted several years of legacy data
- Conducted rigorous system testing to ensure functionality, compliance with Section 508
- Conducted two pilots with active Title III stakeholders
 - Ensured functionality matched requirements
 - Built in requested enhancements
- Developed robust Training Materials
 - User Guides, Quick Reference Guides, Webinars, Technical Documentation
- Providing technical assistance on the OAAPS system

Lewin – Technical Assistance Contractor

- Provide technical assistance, in close collaboration with ACL, regarding the New Title III SPR data elements and programmatic issues
- Train grantees on the Title III New SPR/OAAPS
 - Webinar series on changes to data elements
 - Quick reference guides
 - Short how-to videos
 - Additional training during key conferences
- Support ACL in Online Learning Environment development

Lewin will start providing technical assistance in January 2020



Title III New SPR/Older Americans Act Performance System
(OAAPS) Logistics

OAAPS SYSTEM DEMO

Home Page/Login

ACLOAAPS | Older Americans Act
Performance System

Forgot password
User registration guide

Sign in

HOME

RESOURCES

WELCOME TO OAAPS

Access to this site is restricted to authorized Older Americans Act (OAA) Title III, VI, and VII grantees and sub-grantees. Final datasets can be viewed at: **AGing Integrated Database (AGID)**.

About the Older Americans Act (OAA)

The OAA authorizes an array of services through a national network of state and local agencies on aging, and American Indian, Alaskan Native and Native Hawaiian organizations. OAA programs help older adults remain at home for as long as possible, promote the rights of older individuals, and advocate for individuals who live in long-term care facilities.

About the Administration for Community Living (ACL)

ACL's programs support people with disabilities, older adults, families and caregivers to live independently, with equal opportunities to earn a living, go to school, choose where to live, and make decisions about their lives. In addition, ACL invests in research, innovation and education to improve the quality and availability of these services, and advocates for older adults and people with disabilities. More information is available at: [ACL.GOV](https://acl.gov).

Resources

[DASHBOARD](#)[DATA SUBMISSIONS](#)[ANALYSIS REPORTS](#)[RESOURCES](#)[ADMINISTRATION](#)[PROFILE](#)

RESOURCES




Reference Materials

[Recorded Training](#)[FAQs](#)[Technical Documents](#)[Upcoming Events](#)[Reporting Calendar](#)[Contacts](#)[External Resources](#)

Reference Materials

Title III & Title VII (Ch. 3 & 4) User Guide: Administration for Community Living (ACL) Reporting




This guide provides information and instructions on the OAAPS system, including: user management, data reporting and submission, data review, and analysis reports.

 Format/Size: .pdf/6,184KB
 Audience: All Users
 Last update: 09-30-2019

[Quick Reference Guide: Data](#)

Quick Reference Guide: System Overview: Title III SPR




This quick reference guide provides a summary of the OAAPS system and main navigation.

 Format/Size: .pdf/187KB
 Audience: All Users
 Last update: 09-30-2019

[Quick Reference Guide: Data](#)

Quick Reference Guide: User Management: Title III SPR

This quick reference guide provides a high-level look at each user's profile settings and the administrative controls some users will have.

 Format/Size: .pdf/180KB
 Audience: All Users
 Last update: 09-30-2019

[Quick Reference Guide:](#)

Dashboard

DASHBOARD

DATA SUBMISSIONS

ANALYSIS REPORTS



RESOURCES

PROFILE ▾


DASHBOARD


Reporting Period: FFY 2019 ▾

South Dakota Office of Adult Services & Aging


	FFY 2019 Reporting Status	Last Update
SPR	 Submitted	12/12/2019 at 11:28 AM by ken.aaa@acltitlesmvp.icfcloud.com
NSIP	 Submitted	12/12/2019 at 11:26 AM by ken.aaa@acltitlesmvp.icfcloud.com

[View status history](#)






Recent System Updates



Reporting Calendar



Upcoming Events

Data Submissions

DASHBOARD

DATA SUBMISSIONS

ANALYSIS REPORTS

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PROFILE ▾

DATA SUBMISSIONS

Reporting Period: FFY 2017 ▾

Current Reporting

Overview

Manage Uploads

Aging Network Profile

Older Adults

Caregivers of Older Adults

Older Relative Caregivers

Expenditures Overview

NSIP Qualified Meals

Overview

Export all data

Expand all | Collapse all

+ SPR Data

Overall reporting status:

⚙ In Progress

+ NSIP Data

Overall reporting status:

⚙ In Progress

Variance Analysis

Explanation of Variances

Analysis Reports

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ANALYSIS REPORTS

All reports are created in Microsoft Excel.

Client Characteristics Report

This report provides data on the percentage of persons served with each level of ADL limitation, IADL limitation, and the Nutrition Risk Score for each applicable service for a single fiscal year.

Missing Data Report

This report provides data on the number and percentage of data that are missing for each of the demographic and consumer characteristics variables (e.g. age). The data are presented by service for one fiscal year.

Nutrition Services Incentive Program Report

This report has four tabs. The tabs provide data on NSIP submission status, the number of NSIP meals by program, and a 2-year comparison of NSIP data by program, by state.

Persons Served and Service Units by State

This report consists of two tabs, one tab for the number of persons served by service and service cluster and the other tab for service units by service.

Persons, Units and Expenditures Report

This report consists of three tabs, an expenditure per service unit analysis, an expenditure per person analysis, and a service unit per person analysis. Each is by service comparing two fiscal years.

Title III - E Report

This report provides OAA Title III-E expenditure data for the Caregivers of Older Adults program and the Older Relative Caregivers program. The percentage of Title III-E spending for Older Relative Caregivers is calculated. The data are by state for one fiscal year.

Title VII Expenditures Report

This report is a 2-year comparison by state of the Title VII Ch 3 expenditures, other expenditures, and total expenditures for elder abuse prevention along with the percent change.

Two-Year Comparison Report

This report provides a 2-year comparison of the number of persons served, units of service, and expenditure data with percent change for all services for one or more states in aggregate. Separate tabs are provided for older adults services, and both caregiver programs.

User Management

DASHBOARD

DATA SUBMISSIONS

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ADMINISTRATION

PROFILE ▾

ADMINISTRATION

Manage Users

View User

Add New User

View Users

+ Show Filters

Displaying 3 users

First Name	Last Name	Level	Organization	Title Affiliation - Role	Email	Status	Action
Erin	Frank	State	GA	Title III - User Admin, Data Entry Title VII - Data Entry, User Admin	erin.dataentry@acltitles...	Active	

Profile

ACLOAAPS | Older Americans Act
Performance System

Welcome falyn.weiss@lewin.com Sign out

Current: Title III ▾

DASHBOARD

DATA SUBMISSIONS

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PROFILE

State Assignment

Please select the states to be used as the default setting for the Dashboard summary display and Data Submissions filter.

Show me

☐ All states - National level

⚙ NOTIFICATIONS

⚙ DEFAULT STATES

🔍 CHANGE PASSWORD

OAAPS PILOT USER EXPERIENCES

- Positive Feedback
 - Visually appealing
 - Simple, intuitive process
 - Easy to understand
 - Easy to navigate

OAAPS PILOT USER EXPERIENCES (continued)

- Recommendations
 - Initial issues with logging in
 - Update reference documents
 - Clarification on variance explanations
 - Instruction on using upload templates

Activating an OAAPS Account

- You will receive an invitation email from invites@microsoft.com
 - Check your spam folder
- Activate your OAAPS account
- Make sure to document your username and password



Logging Into OAAPS

ACL OAAPS | Older Americans Act
Performance System

[Forgot password](#)
[User registration guide](#)

Sign in

HOME

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Resources Available To You

- Launch Materials:
 - OAAPS Launch Welcome Guide
 - 10 Quick Facts About Title III New SPR/OAAPS
 - Title III New SPR/OAAPS Key Dates
 - Frequently Asked Questions (FAQs)
 - Title III New SPR/OAAPS Messaging Handout
 - Who Do I Ask?
 - Bookmarks

Resources Available To You (continued)

- Other Resources Available on OAAPS
 - User Guide
 - Quick Reference Guides
 - Pre-Recorded Webinars
 - Short How-To Videos
 - Reference Materials
 - Frequently Asked Questions (FAQs)
- Resources Available on AGID (AGing, Independence, and Disability Program Data Portal):
https://agid.acl.gov/Resources/OAA_SPR.aspx

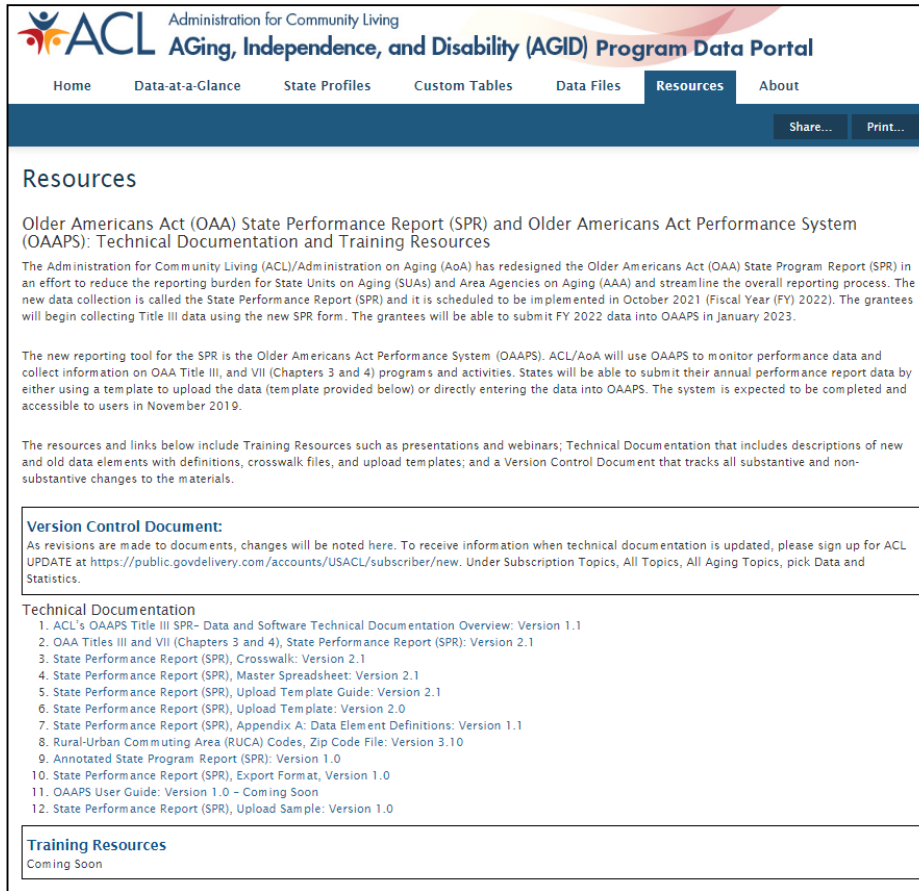
AGID Resources

- ACL's data website, AGID (AGing, Independence, and Disability Program Data Portal):
https://agid.acl.gov/Resources/OAA_SPR.aspx
- This website contains the technical documents and resources and we plan to update and post new materials.



AGID

- The new webpage on AGID includes new and up-to-date documentation for the Title III New SPR/OAAPS.



The screenshot shows the 'Resources' page of the AGID Program Data Portal. The header includes the ACL logo and navigation links: Home, Data-at-a-Glance, State Profiles, Custom Tables, Data Files, Resources (selected), and About. Below the header, there are 'Share...' and 'Print...' buttons. The main content area is titled 'Resources' and contains the following text:

Older Americans Act (OAA) State Performance Report (SPR) and Older Americans Act Performance System (OAAPS): Technical Documentation and Training Resources

The Administration for Community Living (ACL)/Administration on Aging (AoA) has redesigned the Older Americans Act (OAA) State Program Report (SPR) in an effort to reduce the reporting burden for State Units on Aging (SUAs) and Area Agencies on Aging (AAA) and streamline the overall reporting process. The new data collection is called the State Performance Report (SPR) and it is scheduled to be implemented in October 2021 (Fiscal Year (FY) 2022). The grantees will begin collecting Title III data using the new SPR form. The grantees will be able to submit FY 2022 data into OAAPS in January 2023.

The new reporting tool for the SPR is the Older Americans Act Performance System (OAAPS). ACL/AoA will use OAAPS to monitor performance data and collect information on OAA Title III, and VII (Chapters 3 and 4) programs and activities. States will be able to submit their annual performance report data by either using a template to upload the data (template provided below) or directly entering the data into OAAPS. The system is expected to be completed and accessible to users in November 2019.

The resources and links below include Training Resources such as presentations and webinars; Technical Documentation that includes descriptions of new and old data elements with definitions, crosswalk files, and upload templates; and a Version Control Document that tracks all substantive and non-substantive changes to the materials.

Version Control Document:

As revisions are made to documents, changes will be noted here. To receive information when technical documentation is updated, please sign up for ACL UPDATE at <https://public.govdelivery.com/accounts/USACL/subscriber/new>. Under Subscription Topics, All Topics, All Aging Topics, pick Data and Statistics.

Technical Documentation

1. ACL's OAAPS Title III SPR- Data and Software Technical Documentation Overview: Version 1.1
2. OAA Titles III and VII (Chapters 3 and 4), State Performance Report (SPR): Version 2.1
3. State Performance Report (SPR), Crosswalk: Version 2.1
4. State Performance Report (SPR), Master Spreadsheet: Version 2.1
5. State Performance Report (SPR), Upload Template Guide: Version 2.1
6. State Performance Report (SPR), Upload Template: Version 2.0
7. State Performance Report (SPR), Appendix A: Data Element Definitions: Version 1.1
8. Rural-Urban Commuting Area (RUCA) Codes, Zip Code File: Version 3.10
9. Annotated State Program Report (SPR): Version 1.0
10. State Performance Report (SPR), Export Format, Version 1.0
11. OAAPS User Guide: Version 1.0 - Coming Soon
12. State Performance Report (SPR), Upload Sample: Version 1.0

Training Resources

Coming Soon

The link to the new SPR and Title III OAAPS resources via AGID :
https://agid.acl.gov/Resources/OAA_SPR.aspx

Requesting Technical Assistance and Submitting Feedback for OAAPS

- ACL-OAAPS-PILOT@icf.com

Requesting Technical Assistance and Feedback for the Current SPR/SRT

For technical assistance questions
regarding the current SPR and SRT,
please contact WellSky at:

Phone: (800) 318-7260, Option #4,
Email: customersupport@WellSky.com

**For general questions, please
contact the Current SPR Lead:
Jennifer Tillery**

Jennifer.Tillery@acl.hhs.gov

OAAPS Timeline

- December 2019: The New Title III OAAPS/SPR will be open to all Title III state grantee users for exploratory testing only.

(Please note that all Title III state users must report the current FY2019 data in the current State Reporting Tool (SRT)/State Program Report (SPR).

OAAPS Timeline (continued)

- December 2019-September 2021: Title III state grantees will have the chance to explore and become familiar with the Title III New OAAPS/SPR.

System-related, programmatic, and new SPR data-related technical assistance will be available to state users during this period.

OAAPS Timeline (continued)

- October 2021-September 2022 (FY2022): Grantees will collect Title III New SPR data using the new SPR form.
- January 2023: Grantees will officially submit FY2022 Performance data into the new OAAPS system for the first time.

Communication Plan

- Bimonthly call with the State grantees
 - Next meeting in February 2020
- Regular calls with Aging Network partner organizations
- Regular calls with technology vendors
- Periodic updates and announcements to other stakeholders (i.e. legal assistance providers and vendors)
- Visibility at key conferences with stakeholders
 - n4a conference- August
 - HCBS conference- September
 - National Aging and Law Conference- November

Preparation Checklist

- Activate your account and explore OAAPS
- Review technical documentation on the OAAPS Resources and AGID
 - Upload template
 - Data element definitions
- Review the User Guide, videos, and other materials in the OAAPS Resources
- Review the OAAPS reporting timeline
- Check with your vendor to see if your system is on schedule
- Place calendar holds for the OAAPS webinar schedule

Questions?



Closing Remarks

Contact Information:

For information on the [new SPR or Title III OAAPS](#) resources access AGID at https://agid.acl.gov/Resources/OAA_SPR.aspx or OAAPS at <https://www.oaaps-pilot.acl.gov/app/Resources/landingResources/ref>

For Title III New SPR/OAAPS Questions, contact Laura House, Lead
Laura.House@acl.hhs.gov:

For Title III New SPR/OAAPS technical assistance requests, contact:
OAAPS Help Desk
ACL-OAAPS-PILOT@acl.hhs.gov

For Title III New SPR/OAAPS immediate technical assistance needs, contact:
Lan Marshall, ACL
Lan.Marshall@acl.hhs.gov

For current SPR/SRT questions, contact Jennifer Tillery, Lead:
Jennifer.Tillery@acl.hhs.gov

For current SPR/SRT technical assistance requests, contact:
WellSky: (800) 318-7260, Option #4; customersupport@WellSky.com



Administration for Community Living THANK YOU FOR ATTENDING TODAY'S WEBINAR

Laura House, PhD, MSW

ACL Office of Performance and Evaluation

